



Minutes of the Meeting of Argoed Community Council held on Tuesday 2 June 2026 at 6:45pm at Caffi Isa and via Teams.

Present: Councillors Miriam Shepherd, Jon McCarron, Roy Marsh, Faron Hadfield-Jones, Ian Jolly, John Holiday, Jack Morris, Paul Jewell and Keith Mutch.

Absent: Councillor Rebecca Legge

In attendance: Sharon Swift, Clerk and County Councillor Mared Eastwood

The meeting commenced at 6:53pm.

1. Apologies for absence

The Clerk had received apologies from Councillor Legge who had other commitments, Councillor Rebecca Blanchard who had work commitments and Councillor Graham Palmer who had work commitments.

2. Members Code of Conduct – Declarations of Interest

No declarations of interest were made at this stage of the meeting.

3. Police matters

Councillor McCarron welcomed PCSO Dan Saunders to the meeting at 6:56pm. PCSO Saunders provided some background to members about the patch he and PCSO Jo Jenner cover and invited members to share any issues with him. Members requested a visible presence in so far as was possible, in the ward, including foot patrols. The issues that sometimes arise in the Mercia Square area and the school buildings during school holidays were highlighted. PSCO Saunders explained that he was hopeful that these issues would not arise in Summer 2026 as officers had been in contact with the schools regarding anti-social behaviour.

Members asked PCSO Saunders to continue to attend the Argoed and Mynydd Isa schools' site to address the issue of parking problems. Councillor Hadfield-Jones raised additional anti-social parking issues present in the ward including Chambers Lane, Hoel Fammau and Park Avenue. Public contact sessions would continue to be arranged at Caffi Isa. The Clerk agreed to share meeting dates with PCSO Saunders as well as the dates of the playscheme so that PSCOs could visit and speak to the children. Councillor McCarron thanked PSCO Saunders for attending the meeting.

PSCO Dan Saunders left the meeting.

Signed: _____

4. Ten-minute public participation session

There were no members of the public present.

County Councillor Eastwood came online to the meeting.

5. Minutes of previous meetings

A copy of the minutes had been sent to all members prior to the meeting. Councillor McCarron proposed that the minutes of the Annual General Meeting of 19 May 2026 be accepted as a true and accurate record of the meeting and this was seconded by Councillor Jewell. All members were in favour.

Resolved – that the minutes of the Annual General Meeting of 19 May 2026 be approved and adopted and signed as a correct record.

6. Reports from representatives on outside bodies

Councillor Holiday confirmed that Speedwatch was back up and running, currently at one session a week based on advice from Go Safe.

7. Matters arising

The Clerk updated the meeting on the following matters:

Commemorative tree – permission had been given for the Community Council to plant the tree in the Memorial Garden, and a collection would take place for the plaque to be ordered.

Flower troughs - the flower troughs on signs were still being held on with cable ties despite the Clerk asking them to remove them and secure them properly. The Clerk confirmed that she would continue to follow up with the gardeners about why the cable ties were still being used. They needed to be removed, and metal bandings used to attach the troughs.

Due to the contractually sensitive nature of some matters, the Clerk asked Members to pass a resolution to exclude the press and public from the meeting for the remainder of matters arising. Councillor Eastwood left the meeting.

Councillor Jewell proposed that the press and public should be excluded from the Council meeting for the remainder of matters arising because of the confidential nature of items to be discussed. This was seconded by Councillor Hadfield-Jones. All members were in favour.

Resolved – that the press and public be excluded from the Council meeting agenda item 7.

The meeting returned to being a public meeting.

Signed: _____

8. Correspondence and Clerk report

The Clerk had already circulated emails she had received to Members and explained that she had dealt with a lot of correspondence from residents regarding Flintshire County Council services. The Clerk explained that for the Community Council to adopt the Civility Pledge a Dignity at Work Policy needed to be in place. This will be brought to the July meeting.

The Clerk raised the success of the Community Event at Caffi Isa and the Community Council having a presence there. There had been interaction with the community, it enabled residents to raise any issues or just be more aware of who their Community Councillors were and consultation on the proposed pump bike track had taken place. Councillor McCarron thanked members for their participation.

The Clerk highlighted that there was an event in New Brighton on 15 August and it was another opportunity to meet residents and consult again on the pump bike track. The Clerk suggested that the Community Council should support the event again by providing facepainting and members agreed.

The Clerk had circulated the draft office lease to members prior to the meeting. The Clerk agreed to compare it with the previous version.

Councillor McCarron stressed the need to consider the recruitment of an Assistant Clerk. In response, the Clerk stated that a HR meeting should take place prior to the July meeting.

9. Annual Governance Statement

The Clerk had prepared a detailed paper to explain to Councillors how they had met the requirements of the Annual Governance Statement for 2025-26. The Clerk talked Members through each requirement and confirmed that she was satisfied that arrangements in place were of a good standard, and these arrangements would be further built upon and strengthened where needed.

10. Approval of 2025-26 Annual Return

The Clerk presented the Annual Return for 2025-26 and explained that it included the accounts which had been reviewed by Internal Audit, details of the section 137 expenditure and the Annual Governance Statement. Councillor Jewell proposed that the Annual Return for 2025-26, including the Annual Governance Statement, be accepted as a true account of the Council's position and therefore be signed by the Chair or Vice-Chair on behalf of the Council. This was seconded by Councillor Marsh. All members were in favour.

Resolved – that the Annual Return and Annual Governance Statement for 2025-26 be approved and signed by the Vice-Chair on behalf of the Council.

Signed: _____

11. Internal Audit 2025-26 report

The Clerk discussed the 2025-26 Internal Audit report with members. The advice that the Clerk had obtained from SLCC had already been shared with members prior to the meeting. The issue raised related to seeking quotes for the contract for the Christmas lights installation and storage. Councillor Eastwood confirmed that quotes were sought before the work was given to Mega Electrical Limited and the work had been undertaken by the Assistant Clerk. The Clerk said she would investigate this further during the summer recess.

12. Review of Committee and Group membership as well as on external bodies

The current membership details are summarised below:

Committees & Groups	Councillor
Amenities Committee	Shepherd (Chair), Jolly, Hadfield-Jones, Holiday, Morris, Mutch, Marsh, Jewell.
Grants Group	Marsh, Jolly, Hadfield-Jones.
IT Group	Hadfield-Jones, McCarron, Mutch, Jolly.
Finance Working Group	Jewell (Chair), Shepherd, Hadfield-Jones, McCarron, Jolly, Blanchard.
HR Group	Hadfield-Jones, Mutch, Marsh, Jolly, McCarron, Morris.

Representatives

Organisation	Councillor
Mynydd Isa Primary School Governing Body	McCarron
Argoed Sports	Palmer
Flintshire Standards Committee	Chair & Clerk
Community Speedwatch	Holiday

Members were happy with the current membership, however agreed that an additional Councillor should join the Grants Working Group. Councillor Jolly proposed that Councillor Palmer should join the Grants Working Group. This was seconded by Councillor Hadfield-Jones. All members were in favour.

Resolved – that Councillor Palmer be asked to join the Grants Working Group.

Signed: _____

13. New Brighton play area

The Clerk explained to members that she had met with Richard Roberts from Gwella and some match funding improvements had been suggested, including the replacement of the wooden play structure with a metal piece of play equipment. The Clerk reminded members that the 2026-27 precept included only a small modest sum for play areas given the expense that had taken place in 2025-26 at the Bonc.

Members questioned the high cost of the metal play equipment and asked the Clerk to request a quote for a wooden structure.

14. Members Code of Conduct

The Clerk shared a summary of the Code of Conduct training she had attended. The training had been provided by Flintshire County Council Monitoring Officer Gareth Owens. The Clerk held a short training sessions, highlighting the key points. A copy of Flintshire County Council's Members Code of Conduct had also been shared with every member. Councillor Mutch proposed that Argoed Community Council formally adopt the Flintshire County Council Members Code of Conduct and share it on the Council's website. This was seconded by Councillor Shepherd. All members were in favour.

Resolved – that the Flintshire County Council's Members Code of Conduct be formally adopted.

15. Budget monitoring report and bank reconciliation report

The Clerk presented the 2026-27 budget outturn report up to 31 May 2026 and the bank reconciliation on 31 May 2028. The bank reconciliation is summarised below:

	£
Balance on 1 April 2026	91,853
Add receipts	33,462
	125,315
Less Payments	13,003
Balance on 31 May 2026	112,312
Current account balance on 31 May 2026	2,999
Deposit account balance on 31 May 2026	109,313
Total bank balances on 31 May 2026	112,312

Members noted the details of the budget report and bank reconciliation. The Clerk had provided copies of the bank statements so that members could evidence the balances stated. The Clerk then raised the matter of the reserve balances and some amounts that needed to be set aside to meet future anticipated costs, some in 2026-27. At this point Councillor McCarron declared a personal interest in the creation of a CCTV reserve because of his CCTV employment.

The Clerk explained the reasoning behind each of the reserve movements. The amounts are summarized overleaf.

Signed: _____

- £1,000 to a Legal Fees Reserve
- £3,720 to a Gardening Reserve
- £1,200 to a Defibrillator Reserve
- £2,565 to a General Maintenance Reserve
- £1,000 to a Argoed Recreational Charity Reserve
- £750 to a CCTV Reserve

Councillor Hadfield-Jones proposed that the amounts be set aside into specific reserves by the Clerk. This was seconded by Councillor Jewell. All members were in favour.

Resolved – that the Clerk set aside the amounts detailed into specific reserves.

16. Planning matters

Members discussed the following two planning applications:

PLANNING APPLICATION CONSULTATION - Ref No: FUL/000300/26

PROPOSAL: DEMOLITION OF EXISTING DETACHED GARAGE AND CONSTRUCTION OF TWO STOREY SIDE EXTENSION

LOCATION: 14, Bryn Road, Mynydd Isa, Mold, CH7 6UR

Members had no objections to this planning application subject to there being sufficient off-road parking for vehicles on the property.

PLANNING APPLICATION CONSULTATION - Ref No: FUL/000397/26

PROPOSAL: REAR EXTENSION WITH INTERNAL ALTERATIONS

LOCATION: 136A, ARFRYN, Mold Road, Mynydd Isa, Mold, CH7 6TF

Members had no comments or observations regarding this planning application.

17. Highways matters

The Clerk updated members about the proposed changes to the New Brighton traffic lights. There will be four-way lights, and it will include an upgrade with overhead detectors to monitor vehicle movements regarding the number of cars sitting and waiting. The priority will be to the main carriageway and if there is no one at the lights the sequence will go red to green in approximately a three second timescale and will then move onto the next traffic light in the sequence.

A push button pedestrian light will be installed on the lights on the crossing between the car sales and the former Rose and Crown. The current traffic lights include time for holding the traffic to allow people time to cross but the push button facility will be more effective for both pedestrians crossing and traffic management.

The Clerk advised members that there was currently no agreed timescale for the upgrade. Councillor Eastwood advised that there was also provision in the planning application for two zebra crossings on Bryn Road.

Signed: _____

17. Accounts for payment

The Clerk presented the payments that she was seeking Council approval for. All items presented for payment authorisation are detailed below:

Payee	Details	£
Payments needing to be made		
Salary, on costs & pension	Clerk – June 2026	1,976.52
AB Gittins & CR Bedford	Repair of quarry tap	75.00
Jon McCarron	Reimbursement for noticeboard locks	18.69
Clerk	Reimbursement for office fans	15.98
	Total payments to be made	2,086.19
Payments made by direct debit		
Microsoft	Licences x 1 June 2026	11.52
Microsoft	Licences x 1 June 2026	82.80
	Total payments made	94.32
	Grand payments total	2,180.51

Councillor Jolly proposed that the payments be approved. This was seconded by Councillor Hadfield-Jones. All members were in favour.

Resolved – that the payments detailed be authorised including those made by direct debit.

The meeting closed at 8:35pm.

Signed: _____

ACTION POINTS FROM 2 JUNE 2026 MEETING			
	Action to be completed	By whom	By when
A	Share meeting dates and details of the playscheme with PCSO Dan Saunders and PCSO Jo Jenner.	Clerk	30 June 2026
B	Cable ties to be replaced on flower troughs.	Clerk & gardeners	5 June 2026
C	Request a table at the New Brighton Community Centre summer community event on 15 August 2026.	Clerk	19 June 2026
D	Compare office lease with previous versions.	Clerk	30 June 2026
E	Arrange HR Group meeting.	Clerk	3 July 2026
F	Locate and review the quotes for installation and storage of the Christmas lights.	Clerk	31 August 2026
G	Councillor Palmer has been asked to join the Grants Working Group.	All	19 June 2026
H	Request a quote for a wooden play structure for New Brighton play area.	Clerk	24 June 2026
I	Publish Members Code of Conduct on the Councils website.	Clerk	24 June 2026
J	Set aside agreed amounts into specific reserves.	Clerk	30 June 2026
K	Advise Flintshire CC Planning that members have no objections or comments on application FUL/000397/26 and no objections on application FUL/000300/26 subject to there being sufficient off-road parking.	Clerk	12 June 2026
L	Make payments.	Clerk	28 June 2026

SUMMARY OF DECLARATIONS MADE BY MEMBERS IN ACCORDANCE WITH ARGOED COMMUNITY COUNCIL'S CODE OF CONDUCT

Meeting of the Council on Tuesday 2 June 2026 at 6:53pm

Councillor Jon McCarron declared a personal interest in relation to agenda item 15 and the setting up of a CCTV reserve because he is employed in the CCTV industry.

Signed: _____